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ER: 6-0960

5 October 1954

MEMORANDUM FOR: Mr. [REDACTED] Training Liaison Officer
Security Office 25X1A9a

SUBJECT : Application for JCD Program, [REDACTED] 25X1A9a

25X1A9a

1. I am returning the subject application to your office in order that it can be reworked for submission again. As we discussed on the phone, the way in which the application is presently prepared tends to work against [REDACTED] rather than for him, since the Career Development Plan is rather hazy and the time limitations of his plan are not spelled out in accordance with the Instructions on page one of the application form.

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2. Parenthetically I might mention that [REDACTED] interest in serving in the Office of the Director, while understandable, seems to be at variance with what could be accomplished. The Director's staff is so small and so specialized that I doubt that they will be able to participate actively in the JCD Program.

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3. Also, I have spoken with Mr. [REDACTED] regarding the matter of having JCD applications from the Security Office flow through you to DD/A. This should assure that applications will reach the Administration Career Board for consideration prior to being submitted to the Assistant Director for Personnel as happened in the case of [REDACTED]

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4. The application of [REDACTED] is scheduled for presentation to the Twenty-First Meeting of the Administration Career Board today, 5 October 1954. The action of the Board will be recorded in the minutes of the meeting and will also reach you through a carbon copy of the memorandum forwarding his case to AD/P from this office.

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5. The application of [REDACTED] should reach this office in time for consideration at the next meeting of the Administration Career Board, for which no date has yet been set but which will probably be in two or three weeks.

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SA-DD/A:JAC:d1c (5 October 54)

Distribution:

- 1 - JAC file
- 1 - DD/A Chrono
- 1 - DD/A Subject
- 1 - [REDACTED]

Attached:

[REDACTED] Special Assistant to the
Deputy Director (Administration)

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